

# **SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM**

## **GRANT APPLICATION FOR SCHOOL IDEA AND TECHNOLOGY PROJECTS**

**2001-2002**



**Three copies of the proposal with original signatures must be postmarked or received at the Iowa Department of Education by 4:30 p.m. on March 15, 2002**

**Electronically submitted or faxed applications will not be accepted.  
Recipients of award approval or conditional approval will be notified by May 15, 2002.**

**Iowa Department of Education  
Grimes State Office Building, Second floor  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0146**

**Contact Person: C. Milton Wilson  
(515) 281-4743  
milt.wilson@ed.state.ia.us**

## **School Renovation, IDEA, and Technology Grants Program**

### **IDEA and Technology Grant Application Packet**

#### **Introduction**

The Iowa Department of Education has been appropriated \$6,472,847 for the School Renovation, Individuals with Disabilities Education Act (IDEA), and Technology Grants Program. Iowa public school districts (districts) will be awarded \$1,602,029 of this for IDEA and Technology grants. The School Infrastructure Task Force will make recommendations on awards to the Department. The Department will administer the program, make the final selection of awards, and disburse the grant funds.

#### **Eligible Applicants**

Iowa public school districts are eligible applicants.

#### **Eligible Projects**

The School Renovation, IDEA, and Technology Grants Program states that the funds for technology or the IDEA, Part B projects are to be awarded on a competitive basis.

These are for technology activities related to school repair and renovation, such as wiring; acquiring hardware and software; connectivity linkages and resources; and microwave, fiber optics, cable, and satellite transmission equipment.

Activities authorized under Part B of the IDEA may also qualify and must be spent in accordance with that statute and its regulations, which means that the funds must be used for the excess costs of providing special education and related services to children with disabilities. Students must be identified as a student requiring special education services and has an Individual Educational Plan (IEP) in place. These projects include identified assistive technology devices as prescribed by the student's IEP. Projects may also include, but are not limited to elevators, ramps, lifts, and stair climbers.

#### **Criteria for Eligibility**

To be eligible, a district must provide the following criteria:

- a. The capacity of the district. Capacity is defined as the sum of a district's property tax capacity per pupil and the district's local option sales and services tax capacity per pupil. (75 points)
- b. The minimal Local Option Sales and Services Tax revenues. (75 points)
- c. The district's project as it relates to eligible activities under Part B of the IDEA. (50 points)
- d. The district's need for additional funds for technology activities related to school repair and renovation. (50 points)
- e. The number of students served by the project. (25 points)
- f. The district's need for funds for a student whose individual IDEA costs substantially exceed the state's average per-pupil expenditure. (25 points)
- g. The district's need for additional funds for special education

and related services as determined under Part B of the IDEA. (25 points)

- h. The district's need for additional funds for assistive technology devices or services (as defined in the IDEA) for children under Part B of the IDEA. (25 points)
- i. The district's need for funds for students to meet performance goals and indicators established by the state to promote the purposes of the IDEA and other appropriate goals and standards. (25 points)
- j. The district's previous efforts. (50 points)

Grant money will not be disbursed until expenditures have been made and the district has notified the Department.

**Maximum Award**

Maximum awards of \$50,000 will be available to districts. No local match will be required.

IDEA and Technology Grants will be awarded to districts in the following manner:

Maximum award	Districts	Total Funds
<u>\$50,000</u>	All	<u>\$1,602,029</u>

**Grant Selection Process**

The Department has formed a task force that will review the applications for financial assistance and provide recommendations to the Department. Members of the task force and designees shall review each application. Applicants will be ranked on a point system within each category, and awards will be recommended in rank order beginning with the highest points. The maximum points for an application for IDEA and Technology Grants is 425. The Department will have final determination of awards.

**Priority**

Greater priority will be given to a district:

- That has a lower capacity per pupil,
- That has no or minimal local option sales and services tax for school infrastructure revenues per pupil.

Selection criteria to be considered include:

- The district's previous efforts,
- The district's project relating eligible activities to Part B of the IDEA,
- The number of students to be served by the project,
- The district's need for funds for students with IDEA needs above normal costs,
- The need for additional funds for special education and related services,
- The district's need for additional funds for assistive technology devices or services,
- The district's need for funds for students to meet performance goals and indicators,

The district's need for funds for technology activities that are related to school repair and renovation.

**Reporting**

Applicants receiving an award will be required to submit interim reports to the Department, as requested, describing the activities and providing information on the status of the project and expenditure of funds.

**Assurances**

- The district will maintain, in good condition, any facility whose repair, renovation, or technology is assisted under this program,
- The district will be required to describe and assure that the district will use program funds only to supplement the amount of funds that would, in absence of such Federal funds, be made available from non-Federal sources for school repair and renovation,
- The district will ensure that bidding requirements will be met according to Iowa Code. The district will ensure that if it carries out repair or renovation through a contract, any such contract process guarantees the maximum number of qualified bidders, including small, minority, and women-owned businesses, through full and open competition,
- The district will also comply with the assurances listed in Section B,
- The district will retain supporting documentation for all project expenditures that will be available for auditing and reporting.

**Application  
Submission and  
Notification of  
Award**

Three copies of the grant application must be postmarked or received at the Iowa Department of Education not later than 4:30 p.m., March 15, 2002. Applications after this time will not be accepted. The application shall be prepared on the forms provided, and only one application per district may be submitted. Each of the three copies of the application must have original signatures. Electronically submitted or faxed applications will not be accepted.

Mail or deliver to:  
C. Milton Wilson, Consultant  
Iowa Department of Education  
Grimes State Office Building, Second floor  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0146

Successful applicants will be notified by May 15, 2002, of approval or conditional approval.

## Contents of the Application

All requirements must be met in order to be considered for a grant. Incomplete applications will be ineligible for consideration. Completed applications are limited to the space as indicated below. Margins must be a minimum of 1 inch. Font size must be not less than 11 point for the narrative; however, charts and graphs must be not less than 10 point, excluding attachments. Applications must be submitted on the forms provided, collated in the order listed below, and limited to the number of pages indicated, excluding required attachments:

	Pages	Points
A. Cover Page	1	
B. Assurances	2	
C. Executive Summary	1	
D. Capacity (same as Vision Iowa Program)		75
E. Minimal Local Option Sales and Services Tax Revenues		75
F. District's Project as it Relates to Eligible Activities Under Part B of the IDEA	1	50
G. District's Need for Additional Funds for Technology Activities Related to School Repair and Renovation	1	50
H. Number of Students Served by the Project	1	25
I. Districts Need for Additional Funds:		
1. District's Need for Costs Exceed the State Average		25
2. District's Need for Additional Funds for Special Education		25
3. District's Need for Additional Funds for Assistive Technology		25
4. District's Need for Funds for Students to Meet Performance Goals and Indicators		25
J. District's Previous Efforts	3	50
K. Budget and Timeline for the Project	2	
<b>Total Points Possible</b>		<b><u>425</u></b>
Appendix A: Board Minutes		
Appendix B: Bond Issue Ballots		
Appendix C: Voter-Approved Physical Plant and Equipment Levy Ballots		

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, color, national origin, gender, disability, religion, creed, age, or marital status in its programs or employment practices. If you have questions or grievances related to this policy, please contact Chief, Bureau of Administration and School Improvement Services, Grimes State Office Building, Des Moines, Iowa 50319-0146, 515-281-5811.

**COVER PAGE (A)**

1 Page

District Grant Request      Technology\_\_\_\_\_ IDEA \_\_\_\_\_

District Name\_\_\_\_\_District Number \_\_\_\_\_

Building Name(s) \_\_\_\_\_Building Number(s) \_\_\_\_\_

Grant Amount Requested \$ \_\_\_\_\_

Project Cost (Total) \$ \_\_\_\_\_

Projected Initiation Date \_\_\_\_\_

Grant Contact Person \_\_\_\_\_  
(Official grant contact person who receives all grant inquiries and information)

Administrative Office Address \_\_\_\_\_

\_\_\_\_\_IA \_\_\_\_\_  
City                      State                      Zip

Phone Number (\_\_\_\_) \_\_\_\_\_ Fax Number (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_ AEA # \_\_\_\_\_

**Certification and Assurance**

I CERTIFY that, to the best of my knowledge, the information contained in the district's application is true, accurate, and complete.

Signature of Superintendent \_\_\_\_\_

Typed Name of Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Attach copies of the board minutes showing initiation of this project and authorization of this grant application in Appendix A.

**Application Deadline: postmarked or delivered by 4:30 p.m., March 15, 2002**

**This cover sheet MUST be complete and used as the cover sheet for the grant.  
Three copies of the application must be included.  
The signatures on each copy of the application must be original.  
Signature stamps are not acceptable.**

**ASSURANCES AND CERTIFICATION**  
**SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM (B)**

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**NOTE: This form must be signed and included in the grant application. Signing and including this form is official notification that the district whose name appears at the bottom and its representative will abide by all assurances contained herein.**

**As the duly authorized representative of the applicant, I certify that the applicant:**

1. Has the legal authority to apply for Federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting principles or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the State with regard to the drafting, review, and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes, or presents the appearance of, personal or organizational conflict of interest or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§16811683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of disabilities; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) that may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) that provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327333) regarding labor standards for federally assisted construction subagreements.

**ASSURANCES AND CERTIFICATION**  
**SCHOOL RENOVATION, IDEA, AND TECHNOLOGY GRANTS PROGRAM (B)**

(Page 2 of 2)

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) that requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards that may be prescribed pursuant to the following:  
(a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (a) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the provisions of the American with Disabilities Act (ADA) of 1990 as it applies to new construction, renovation, and remodeling projects.
21. Will comply with requirements for procurement as contained in the Office of Management and Budget A-102 Common Rule and will obtain certification from contractors that the contractor and/or its principal officials are not suspended or debarred as required by EO 12549 and EO 12689.
22. Will comply with:
  - a. Iowa Code Chapter 73 that requires preference to certain types of bidders, laborers, and products.
  - b. Iowa Code Section 73A.18 that requires that when the total cost of construction, erection, demolition, alteration, or repair of a public improvement exceeds twenty-five thousand dollars, the municipality shall advertise for bids by two publications in a newspaper published in the county in which the work is to be done. The first advertisement for bids shall be not less than fifteen days prior to the date set for receiving bids. [If an emergency defined under Iowa Code Chapter 297.8 causes unforeseen needs of the district, it may avoid bid requirements. Routine maintenance or repair projects normally accomplished by district staff in their normal jobs are not required to be bid.]
  - c. Iowa Code Section 73A.18 that requires that the contract must be let to the lowest responsible bidder submitting a sealed proposal. However, if in the judgment of the municipality bids received are not acceptable, all bids may be rejected and new bids requested.
  - d. Iowa Code Chapter 104A that requires new construction is accessible to, and functional for, persons with disabilities.

Name of School District

Address of School District

Typed Name of Authorized Certifying Official

Title

Signature of Authorized Certifying Official

Date



## **EXECUTIVE SUMMARY (C)**

**1 Page**

Provide a brief overall summary of this project.

**CAPACITY (D)****75 points**

The district capacity per pupil is \$\_\_\_\_\_

Obtain this information from the Department of Education's Web site at:

<http://www.state.ia.us/educate/>

Capacity is calculated as the sum of a district's property tax infrastructure capacity per pupil plus local option sales and services tax capacity per pupil. The property tax capacity is the sum of a district's levies under section 298.2 (physical plant and equipment levy) and 298.18 (bond levy) when the levies are imposed at their maximums. The sum of the maximum rates would be \$5.72 per \$1,000 taxable valuation. The local option sales and services tax capacity is calculated by assuming a tax rate of 1 percent. The Department of Education, in consultation with the Department of Revenue and Finance and the Legislative Fiscal Bureau, will annually calculate the sales and services tax capacity for each district. The Department of Education, in consultation with the Department of Management, will also annually calculate the property tax capacity for each district in the state.

**MINIMAL LOCAL OPTION SALES AND SERVICES TAX REVENUES (E)****75 points**

Does the district receive funds from the local option sales and services tax for school infrastructure under Iowa Code Chapter 422E? ☐yes ☐no

If yes, provide the estimated annual amount \$\_\_\_\_\_

Amount per budget enrollment \$\_\_\_\_\_

Districts that receive local option sales and services tax revenues that exceed the state average per pupil amount are not eligible. Also, districts that receive financial assistance under the Vision Iowa Program, other than the school infrastructure program, are not eligible.

**DISTRICT'S PROJECT AS IT RELATES TO ELIGIBLE  
ACTIVITIES UNDER PART B OF THE IDEA (F)**

**50 points**

**1 Page**

Describe how the activities for which the district is applying are eligible activities under Part B of the IDEA and meet the needs of the district.

<div data-bbox="324 218 1294 298" data-label="Section-Header"> <p><b>DISTRICT’S NEED FOR ADDITIONAL FUNDS FOR TECHNOLOGY ACTIVITIES RELATED TO SCHOOL REPAIR AND RENOVATION (G)</b></p> </div> <div data-bbox="1302 189 1443 224" data-label="Text"> <p><b>50 points</b></p> </div> <div data-bbox="1334 291 1443 329" data-label="Text"> <p><b>1 Page</b></p> </div>
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Describe the district’s need for these funds for technology activities that are related to school repair and renovation.

**NUMBER OF STUDENTS SERVED BY THE PROJECT (H)**

**25 points**

How many students are served by the Project? \_\_\_\_\_  
(This generally will not be the same as the school building population.)

**DISTRICT'S NEED FOR ADDITIONAL FUNDS (I)**

**100 points**

**(Page 1 of 2)**

Describe the district's need for funds for a student whose individual IDEA costs substantially exceed the state's average per-pupil expenditure. (25 points)

Describe the district's need for additional funds for special education and related services as determined under Part B of the IDEA. (25 points)

**DISTRICT'S NEED FOR ADDITIONAL FUNDS (I)**

**100 points**

**(Page 2 of 2)**

Describe the district's need for additional funds for assistive technology devices or services (as defined in the IDEA) for children under Part B of the IDEA. (25 points)

Describe the district's need for funds for students to meet performance goals and indicators established by the state to promote the purposes of the IDEA and other appropriate goals and standards. (25 points)

**DISTRICT'S PREVIOUS EFFORTS (J)****50 points****(Page 1 of 3)**

Provide information on previous efforts to obtain school infrastructure funding; amounts, sources, and uses of funds currently available for infrastructure; and obligations against current and future revenues for infrastructure.

- A. Has the district attempted bond issues within the past five years (on or after July 1, 1996)? Attach a copy of each ballot in Appendix B.

Date	Percent of Yes Vote

- B. Has the district attempted the voter-approved Physical Plant and Equipment Levy within the past five years? Attach a copy of each ballot in Appendix C.

Date	Percent of Yes Vote	Levy Rate

- C. Regular Physical Plant and Equipment Levy.

Budget Year	Levy Rate
1997-98	
1998-99	
1999-00	
2000-01	
2001-02	

**DISTRICT'S PREVIOUS EFFORTS (J)****50 points****(Page 2 of 3)****D. Amounts and uses of available school infrastructure funding.**

Current Financial Resources	Fund balance 7-1-01	Tax rate	Income surtax rate	Annual amount of dollars generated	Expiration date of levy, tax, or final year of bonded indebtedness	Are these funds committed to other purposes? Yes / No *
Bonded Indebtedness						
Local Option Sales & Services Tax for School Infrastructure						
422B Local Option Sales and Services Tax						
Regular Physical Plant & Equipment Levy						
Voter-approved Physical Plant & Equipment Levy						
67.5 Cent Schoolhouse Levy						
TOTAL						

\* If funds are committed, explain the purposes, amount, and length of time committed.



**DISTRICT'S PREVIOUS EFFORTS (J)****50 points****(Page 3 of 3)**

E. Five-year school infrastructure expenditure history.

Provide a history summary of major school infrastructure projects for the past five years from the resources reported in D. Summarize expenditures by the categories shown.

Expenditure Category	Bonded Indebtedness	422E Local Option Sales & Services Tax for School Infrastructure	422B Local Option Sales & Services Tax	Regular Physical Plant & Equipment Levy	Voter- approved Physical Plant & Equipment Levy	Voter- approved 67.5 Cent Schoolhouse Levy
Purchase & Improvement of Grounds						
Construction of New, or Additions to, Facilities						
Purchase of Facilities						
Lease Purchase of Facilities						
Purchase of Equipment						
Lease Purchase of Equipment						
Retirement of Construction Debt						
Repairing, Remodeling or Reconstructing Facilities						
Energy Conservation						
Fire and Occupant Safety						
Chapter 28E Rentals of Facilities						
TOTAL						
GRAND TOTAL						

**BUDGET AND TIMELINE FOR THE PROJECT (K)****(Page 1 of 2)**

- Provide an itemized budget for this project.
- Report in whole dollar amounts.
- Give the estimated cost of the district's capital investment in the project.

**ITEMIZED BUDGET**

<b>Itemized Budget Costs</b>	<b>Total Capital Investment</b>
Architectural or Design	
Site Preparation	
Construction	
General	
Mechanical	
Electrical	
Structural	
Plumbing	
Fire Protection	
General Overrun	
TOTAL	

## **BUDGET AND TIMELINE FOR THE PROJECT (K)**

**(Page 2 of 2)**

Provide a timeline for the project.

- Provide a start date.
- Project an end date.
- Provide the steps in the project and anticipated completion dates for each step.
- If the local match requirement has not been met at the time of the application, include steps in meeting the local match requirement in the timeline.